Concorso per l’ammissione al

Dottorato di ricerca - XXXIV Ciclo in

European Union Law and National Legal Systems
Physics
Molecular Medicine and Pharmacology
Translational Neuroscience and Neurotechnologies
Biomedical Sciences and Biotechnology
Chemistry
Engineering Sciences
Humanities

ANNO ACCADEMICO 2018/2019

BANDO DI AMMISSIONE

Bando pubblicato all’Albo Informatico di Ateneo
Repertorio n. 317/2018 Protocollo n. 69854 del 18/06/2018

Decreto Rettorale Rep. n 903/2018
Repertorio n. 903/2018 Protocollo n. 69816 del 15/06/2018
Open Competition

based on academic qualifications and examinations for admission to

Research Doctorate courses

XXXIV Cycle – Academic Year 2018/19

Deadline for applications: 23rd July 2018 at 12.00 (Italian time)

Art. 1

Purposes of the announcement and general rules

The University of Ferrara announces an open competition based on academic qualifications and examinations, for admission to the following Research Doctorate courses – XXXIV cycle, academic year 2018/19:

1. European Union Law and National Legal Systems
3. Molecular Medicine and Pharmacology
4. Translational Neuroscience and Neurotechnologies (in cooperation with Istituto Italiano di Tecnologie – IIT)
5. Biomedical Sciences and Biotechnology
6. Chemistry (in cooperation with Polish Academy – Department of Chemistry – University of Wroclaw – PL)
7. Engineering Sciences
8. Humanities

The Research Doctorate courses are three years in length and will start on November 2nd, 2018.

For each of the aforementioned courses, research topics, available places, admission requirements and specific information on the selection and evaluation criteria pertaining to
the creation of the ranking tables are listed in the attached description sheets, and form are an integral part of this announcement.

Available places will be assigned belonging to the ranking lists mentioned in art. 9 of this announcement.

Applicants holding a degree awarded by a foreign institution, including those holding fellowships or other kind of funding support, will participate to the selection at the same conditions as all other applicants; reserved positions indicated in art. 7 below, will be listed in each course description sheet.

The selections’ timetable, will be decided by the Board of Professors of each doctoral course within the deadline of the announcement and notified promptly, by publishing at the following web page:

http://www.unife.it/studenti/dottorato/concorsi/commissioni

Scholarships, training contracts, and any other forms of financial support from research funds or other University resources, including research grants, as well as the number of available places will be increased as a result of funding from public and private entities. These additional places will be published before the expiration date of this announcement.

Failure to conclude agreements with external organizations for the financing of scholarships and / or other equivalent forms of research support, even if mentioned in the announcement, reduces the total number of ordinary places.

This announcement has to be considered an official notification.

Any changes and integrations will be published exclusively on the website: http://www.unife.it/studenti/dottorato/concorsi/ordinario

Applicants failing to comply with the requirements stated in this announcement will be excluded from the selection.
All communications with applicants concerning this announcement will occur via e-mail. For this purpose, we will use the e-mail address specified by the applicant during the registration process, as illustrated in the following art. 4.

The University Administration has no responsibility in the event of loss of communications due to errors in the address or e-mail provided by the applicant, by failure or late notification of change of address, or for any postal or telecommunication errors not attributable to the Administration.

This announcement is available in Italian and English in accordance with Italian laws and regulations on Ph.D. qualifications, and the University of Ferrara’s regulation regarding Ph.D. qualifications.

Art. 2.

Admission Requirements

Applicants must hold one of the following qualifications before this announcement’s deadline.

No limitation of age and citizenship applies.

a) An Italian degree known as “Laurea specialistica/magistrale” or a degree awarded prior to approval of Ministerial Decree D.M. n. 509 of 3 November 1999, updated with D.M. n. 270 of 22 October 2004, n. 270;

b) Master’s (second level) degree;

c) An equivalent foreign academic qualification awarded abroad; an academic qualification awarded abroad which is considered to be equivalent to the Italian degree and allows the holder to undertake Ph.D. studies for the same duration, level and area of study.

Candidates who will achieve the necessary requirements to the doctorate within 31st October 2018 are also accepted. This be the case, applicants must inform Ufficio IUSS at dottorato@unife.it by November 2nd sending a declaration with the specifics of the degree and the grade achieved.

Additional requirements or specific qualifications will be listed in the attached description sheets, forming an integral part of this announcement.
All candidates are admitted to selection, on the condition that their applications are verified about the correspondence to the requirements set out in this announcement, in line with art. 43 of DPR n. 445 of 28 December 2000. The University may, at any time during the proceedings, even after the start of doctoral courses, carry out checks on the truthfulness of the declarations and request the submission of original documents.

The University may, at any time, by order of the Rector, exclude candidates who do not meet the admission requirements from the selection process.

Those already enrolled on the same doctoral Course cannot apply for admission.

Art. 3
Degrees awarded by foreign Universities

The eligibility of a degree awarded by a foreign university, for the sole purpose of the admission to the doctorate, will be decided by the Selection Committee in accordance with Italian legislation and that of the country in which the degree was awarded, and in accordance with international treaties and agreements regarding the proof of recognition of qualifications.

The submission of online applications automatically implies the recognition of the eligibility of the degree awarded abroad. Applicants should therefore attach to their application the following documents:

a) Certificate or transcript containing a full academic record of the candidate’s career, including marks from all years. EU citizens may submit a self-declaration certifying the possession of an academic qualification, according to DPR n. 445/2000 and subsequent amendments and additions;

b) In the case where the aforementioned document is not in Italian or English, a translation should be provided by the applicant;

c) Any other documents which could be useful to the Selection Committee in evaluating the candidate’s degree as an equivalent (Diploma Supplement, for candidates holding a degree awarded in an EU country; “Dichiarazione di Valore in loco” (statement of comparability evaluation), issued by the Italian Authorities in the country in which the degree was awarded, for applicants holding a degree awarded in a NON EU country; etc.).

Art. 4
Selection Application Form
Selection application forms, together with all documents listed below, must be submitted online no later than 23rd July 2018 – 12.00 (Italian time) using the procedure available on the web page:

https://pica.cineca.it/unife/

Instructions for completing the online application form are available on the following web pages:  
https://pica.cineca.it/unife/dottorati34/  
http://www.unife.it/studenti/dottorato/concorsi/ordinario (Instructions “Help_34_en.pdf”)

The applicant must:
- connect to: https://pica.cineca.it/unife/
- register on the web site providing the requested personal details (or just login if already registered on LOGINMIUR)
- a scanned copy of a valid Identity Card or Passport with photo is mandatory;

Once the registration is completed, You may connect to the web page and the interested application procedure:

https://pica.cineca.it/unife/dottorati34/  
- select “New submission”;
- fill in the forms providing the information required and upload the requested documents as listed in the description sheet for each course.

Documents must be uploaded exclusively as pdf-Adobe file: maximum size 30 MB for each file.

All file names must contain the number, the applicant’s surname and name, the kind of documents: e.g. 1_surname_name_curriculum.pdf. In case of more than one file belonging to the same category, a number at the end should be added (1_surname_name_curriculum_2.pdf)

- select the chosen research doctorate course from the courses menu
The application form will contain the applicant’s personal details, permanent address including telephone number and email address for selection process’ purposes only, and his/her citizenship.

In the online application form applicants must also declare, according to art. 46 del D.P.R. 445 del 28/12/2000, academic qualification award details:

- Degree awarding institution
- Type of academic degree
- Academic Year
- Final mark (only for candidates holding the degree)

A specific section of the procedure has to be filled in case of:

- Applicants interested in reserved positions in cooperation with private companies, in case they are employed by the company and involved in research projects (Industrial Ph.D. programs);
- Applicants interested in reserved positions in apprenticeship Ph.D. programs, upon specific agreement with a company;
- Applicants interested in reserved positions which imply the maintenance of the salary, upon specific agreement with a company the applicants work for, as specified in the attached description sheets, forming an integral part of this announcement;
- Applicants interested in positions covered by fellowships with specific Research Topics (This request does not prevent the participation for a regular position)

At the end of the online procedure for the application for research doctorate courses, the University will receive automatically all documents and the completed application form. Nothing has to be delivered to the university administrative office.

All documents required for the selection must be uploaded following the online procedure.

Please remember that only online applications will be accepted.

At the end of the online procedure, applicants will receive a confirmation email containing an identification code to be used for any communication with CINECA and the IUSS office.

It is the applicant’s responsibility to verify the correct completion of the online procedure.

Complaints related to potential system overload problems close to the deadline will not be taken into consideration.
Applications not completed in all parts, without the mandatory documents or which do not meet the deadline, will be excluded.

No integration to the application and no paper copies of documents will be accepted after the deadline on July 23rd, 2018 12.00 (Italian time).

Candidates applying for more than one Ph.D. course must submit more than one application, attaching all the necessary documentation to each application.

It is highly recommended that applications are submitted as early as possible.

Art. 5
Support for candidates with disabilities or with specific learning difficulties (SpLD)

Candidates with disabilities
Pursuant to law n. 104/1992 and subsequent modifications, candidates with disabilities can outline their particular needs, which will be taken into account when organising the test, by completing the "Assistance/Extra Time" section in the online test registration procedure.

You must indicate the kind of support needed, and upload a valid certificate issued by the medical commissions of local health units via the web-page headed "List of declarations of invalidity/disability/SpLD" (law no. 295/1990), in pdf format.

Candidates with specific learning difficulties (SpLD)
Pursuant to law n. 170/2010 and Ministerial Decree no. 5669 of 12/07/2011, candidates diagnosed with Specific Learning Difficulties (SpLD) can outline their particular needs by completing the "Assistance/Extra Time" section in the online test registration procedure.

You must indicate the kind of support needed, and upload a valid certificate issued within the last 3 years by national health service facilities, or by specialists and accredited facilities, via the web-page headed "List of declarations of invalidity/disability/SpLD", in pdf format.

Once the online procedure is correctly completed, You are kindly asked to send an email to servizio.disabilita@unife.it and/or to servizio.dsa@unife.it, with the registration number You have been assigned, within the deadline of the notice.

All requests will be dealt with by the Disability and SpLD Service of the University of Ferrara (for more information: tel. 0532/293366 - Monday to Friday from 9.30 to 12.30).
Please note that your personal data will remain confidential pursuant to the General Data Protection Regulation (GDPR) EU 2016/679.

**Art. 6**

**Admission procedure**

Entry procedures are set out in each attached description sheet, which form an integral part of this announcement and are published on the following web page:

http://www.unife.it/students/dottorato/concorsi/ordinario

Before the notice deadline, a timetable regarding the selection will be published at the following web page:

http://www.unife.it/studenti/dottorato/concorsi/commissioni

The timetable regarding the selection has to be considered as an official notification.

**Candidates will not receive any personal notice about the selection procedures.**

Applicants do not have to attend the meetings regarding the evaluation of qualifications.

In order to participate to the interviews, applicants must provide and show a valid passport or other ID at the indicated venue and date. Information will be available at the following page: http://www.unife.it/studenti/dottorato/concorsi/commissioni

Only if specifically foreseen in the description sheets, interviews may take place in a foreign language. All oral examinations are public.

The evaluation committee has a total of 80 points at its disposal. Evaluation criteria, including the minimum requirement to be admitted to the interview, are outlined in each description sheet.

The evaluation of qualifications results and the admission to the interview will be published on the web page: http://www.unife.it/students/dottorato/concorsi/ordinario

In order to be admitted to the research doctorate course, the applicant must obtain a final score of at least 60 points. The final score is the sum of the points given during the assessment of qualifications and the interview.
In the case of scholarships bound to a specific research topic, the examiners will evaluate the suitability of the candidate to enter the doctoral course, together with the suitability of the candidate for the specific research theme.

**Specific procedures for candidates residing abroad:** candidates residing abroad may carry out the interview by videoconference (e.g. Skype, Adobe Connect or similar tools).

A dedicated section of the online procedure has to be filled with the contact details, in order to enable the admission committee to make the videoconference call.

The candidate must be available at the personal address previously communicated, on the day indicated for the oral test, according to the schedule contained in the description sheet of the specific Doctorate course. The Commission will reach an agreement with the candidate regarding the time of the interview.

For identification purposes, and under penalty of exclusion from the selection process, each candidate is required to identify themselves before the interview begins, exhibiting the same identity document already provided as an attachment to the application.

Failure to disclose a personal address, connection failure, the unavailability of the candidate on the day or established time, or failure to present a valid identification document in accordance with the preceding paragraph constitute grounds for exclusion from the selection procedure. The University of Ferrara assumes no responsibility for the possibility that technical difficulties may prevent the proper conduct of the oral examination.

**Art. 7**

**Positions reserved for graduates from foreign universities, foreign scholarship holders or those included in international mobility projects, Cooperation for development projects**

Candidates with foreign qualifications, included in international mobility programs and foreign scholarship holders can apply for positions reserved specifically for them if allowed in the PhD courses description sheets.
These potential reserved positions will be expressed in the specific PhD Course description sheets, which are an integral part of this announcement and are published on the web page http://www.unife.it/studenti/dottorato/concorsi/ordinario.

Positions reserved for candidates with foreign qualifications could be both with or without a scholarship or other equivalent forms of financial support.

Candidates wishing to apply for these reserved places must adhere to the following conditions when enrolling through the on-line procedure available on the web-page: https://pica.cineca.it/unife/dottorati34/:

- **Candidates with foreign qualifications**: in addition to the requirements of the PhD description sheets, applicants must refer to the information given in art.3 of this notice
- **International scholarship holders**: in addition to the requirements of the PhD description sheets, candidates must attach a document certifying the scholarship awarded by the foreign country, or a copy of the application sent to the authority responsible for the awarding of scholarships.
- **Candidates included in international mobility projects**: in addition to what is specified in the PhD description sheets, candidates must attach a document certifying details of the grant or scholarship provided within the international mobility project.
- **Cooperation for development projects – grant holders**: in addition to what is specified in the PhD description sheets, candidates must attach an acceptance letter issued by the institution cooperating in the project.

Candidates wishing to apply for positions reserved for international scholarship holders or scholarship holders involved in international mobility projects, must provide evidence of such awards by the deadline of March, 30th 2019. This documentation must be sent to the Ufficio IUSS (dottorato@unife.it) by that date, or the candidate will be excluded from the PhD Course.

For reserved positions, the selection committee will produce a specific ranking list, divided according to the types of positions. If there are no suitable applicants, positions reserved for candidates with foreign qualifications, might be reassigned to other candidates.

If there are no suitable applicants, positions reserved for international scholarship holders and candidates included in international mobility projects that remain vacant, **cannot be given to other candidates**.
Art. 8

Selection committee

The selection committee is appointed by the Rector and is composed according to Art. 14 of the Regulation of Research Doctorates of the University of Ferrara issued in accordance with D.M. 45/2013.

The structure of all selection committees will be published before the announcement deadline on the web page: [http://www.unife.it/studenti/dottorato/concorsi/commissioni](http://www.unife.it/studenti/dottorato/concorsi/commissioni)

The selection committees will not send any personal communication to the candidates regarding the evaluation results: it is the candidates’ responsibility to verify the results as described in art. 6 and 9 of this announcement.

Art. 9

Ranking list

After the approval of the competition proceedings, the ranking lists will be available online at the following web page:

[http://www.unife.it/studenti/dottorato/concorsi/ordinario](http://www.unife.it/studenti/dottorato/concorsi/ordinario)

Publication of the ranking list will be the only official means of communication of results, therefore PERSONAL COMMUNICATION WILL NOT BE SENT TO SUCCESSFUL CANDIDATES.

If a candidate is successful in more than one ranking list, he/she must choose only one course of study. The choice of Ph.D. Course made during the enrolment is considered definitive and it is not possible to make any changes.

Art. 10

Course Admission
Candidates are admitted to the Doctoral Course after the approval of the selection proceedings, according to the order of the respective ranking list, until the number of positions included in the competition announcement is completed.

Candidates are admitted in order of the number of points scored in the admission’s ranking list, until the end of the number of positions stipulated in the announcement.

The deadline for enrolments is **Friday October 12th, 2018 – 11.30 a.m. (Italian time)**

If the enrolment procedure is not completed **within the deadline**, admission to the Doctoral Course is forfeited.

In the case of equal marks, in the ranking list the following criteria will be applied:

- for positions covered by scholarships, evaluation of economic income prevails (refer to the Italian procedure called ISEE)
- For positions not covered by scholarships, the youngest candidate will prevail.

For the reserved positions, the examination Committee will make a separate ranking list, depending on the types of reserved positions.

If a candidate is successfully included in different ranking lists, he/she must choose only one Doctoral Course.

In the case where a suitable candidate renounces within a month of the beginning of the first year, this position becomes vacant and is assigned to those applicants who have a place in the ranking list considering, if necessary, the specific field of research associated with the scholarship.

**Art. 11**

**Course Enrolment**

Winning candidates must enrol on the online procedure, following the ENROLMENT INSTRUCTIONS FOR WINNING CANDIDATES, that will be available on the web page:

[http://www.unife.it/studenti/dottorato/concorsi](http://www.unife.it/studenti/dottorato/concorsi)
The deadline for enrolments is **Friday October 12th, 2018 – 11.30 a.m. (Italian time)**

**ONLY ONLINE APPLICATIONS ARE ACCEPTED.**

The enrolment request is to be considered concluded only if all the documents listed in the instructions will be delivered to IUSS office.

Those who have not regularized their position within the deadline will be excluded for all purposes and vacancies will be assigned to other candidates, according to the ranking order.

**Art. 12**

**Replacements**

Candidates who pass the selection, but miss out on a place may be entitled to enrol and may therefore state their interest in covering any places that may not be taken by eligible candidates, filling the REPLACEMENT FORM and sending it by email to dottorato@unife.it, by October 12th, 2018, 11.30 (Italian time).

The replacement form can be downloaded from the web page:


**THOSE WHO DO NOT COMPLY WITH THE REPLACEMENTS PROCEDURE WILL NOT BE ADMITTED TO THE RESERVED LIST.**

Starting on **October 17th, 2018** newly admitted candidates, due to vacant positions, will be contacted directly by IUSS office.

**Art. 13**

**Scholarships**
The annual gross amount of the scholarship is € 15,343.28 and is subject to National Social Security contributions. Fiscal matters regarding scholarships, are regulated by art. 4 Law 13th August 1984, n. 476. This amount may be different in case of specific international agreements.

The amount of the scholarship is increased by 50% for any period spent abroad, for a maximum period of 18 months, except in the case of specific agreements for international mobility projects.

The scholarship is paid in monthly instalments.

Scholarships are granted annually and may be renewed every year for the entire duration of the Course as long as the Ph.D. student passes the annual test, which is assessed by the Academic Board, according to art. 17 of the regulations about Ph.D. of the University of Ferrara, and according to the internal regulations of each course.

In the case of abandoning the course or loss of student status within the first month of the research doctorate course, the student loses the right to receive the payment of the scholarship.

Scholarships cannot be granted in conjunction with fellowships or other grants, except for scholarships awarded by Italian or foreign institutions to support the students’ research activities abroad. Students who have already been granted a scholarship, even partially, cannot be granted a second one.

**Art. 14**

*Enrolment Fees*

**Candidates holding a Scholarship**

Candidates enrolled on Research Doctorate courses holding a Scholarship must pay the tuition fees outlined in the table below:

<table>
<thead>
<tr>
<th>Contribution</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regional contribution</td>
<td>140,00 €</td>
</tr>
<tr>
<td>Stamp duty</td>
<td>16,00 €</td>
</tr>
<tr>
<td>Insurance</td>
<td>12,00 €</td>
</tr>
<tr>
<td>University contribution</td>
<td>532,00 €</td>
</tr>
<tr>
<td><strong>Total annual amount</strong></td>
<td><strong>700,00 €</strong></td>
</tr>
</tbody>
</table>

The payment of the fees for 1st year students is payable in the instalments outlined below:
### Instalment

<table>
<thead>
<tr>
<th>Instalment</th>
<th>Amount</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>I Instalment: At the time of enrolment</td>
<td>28,00 €</td>
<td>Stamp Duty - 16,00 € Insurance - 12,00 €</td>
</tr>
<tr>
<td>II Instalment: before 31/01/2019</td>
<td>472,00 €</td>
<td>Regional contribution-140,00 € Contribution - 332,00 €</td>
</tr>
<tr>
<td>III Instalment (*): before 15/05/2019</td>
<td>200,00 €</td>
<td>Contribution - 200,00 €</td>
</tr>
</tbody>
</table>

Reductions can be applied to Candidates holding a Scholarship with particular income conditions. Further information regarding tuition fees are available by contacting the Ufficio Diritto allo Studio Studentesse e Studenti through the SOS Online System.


### Candidates without a Scholarship

According to the Law 232/2016, Candidates enrolled to a Research Doctorate course who do not benefit from a Scholarship are exempted from fees and contributions to the University.

The amounts below could be subject to changes in future years.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regional contribution</td>
<td>140,00 €</td>
</tr>
<tr>
<td>Stamp duty</td>
<td>16,00 €</td>
</tr>
<tr>
<td>Insurance</td>
<td>12,00 €</td>
</tr>
<tr>
<td><strong>Total annual amount</strong></td>
<td><strong>168,00 €</strong></td>
</tr>
</tbody>
</table>

Tuition fees payments for the 1st year must be paid following the deadlines below mentioned:

<table>
<thead>
<tr>
<th>Instalment</th>
<th>Amount</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>I Instalment: At the time of enrolment</td>
<td>28,00 €</td>
<td>Stamp Duty - 16,00 € Insurance - 12,00 €</td>
</tr>
<tr>
<td>II Instalment: before 31/01/2019</td>
<td>140,00 €</td>
<td>Regional contribution-140,00 €</td>
</tr>
</tbody>
</table>

In the case of termination of studies, forfeiture or exclusion, students who have already paid the enrolment fee **have no right**, under any circumstance, to a refund of this fee.
Art. 15

Personal Data Protection

Personal and sensitive data provided by candidates will be used for administrative purposes and for possible proceedings for the management of the academic career of the winners only.

The treatment of the personal data according to art. 13 of EU art. 2016/679 – General Data Protection Regulation.

The communication regarding the request for personal data is obligatory in order to evaluate the prerequisites for participation, or exclusion of the candidate from the selection process.

The personal data provided can be communicated to the Administration of the Università degli Studi di Ferrara and to related external structures within the framework of the Università degli Studi di Ferrara authorised to manage personal data under the direct control of the Owner of the Service of the Data Protection officer, exclusively for the above-mentioned purposes.

The Data Controller is the Università degli Studi di Ferrara, located in Via Ariosto, 35, Ferrara – Email: rettore@unife.it, PEC: ateneo@pec.unife.it;
The appointed Data Protection Officer is Lepida S.p.A., located in Bologna, Via della Liberazione 15, E-mail: dpo_team@lepida.it, PEC: segreteria@pec.lepida.it

In order to pursue the aims mentioned in this announcement, Personal data can be transferred to the appointed Responsible of Data Treatment: Cineca Consorzio Interuniversitario, located in via Magnanelli 6/3 - 40033 Casalecchio di Reno (BO).

Art. 16

Cross-Reference Norms

For anything not covered in this announcement the present norms and regulations regarding Research Doctorates apply.
The person responsible for the procedure regarding the competition in this announcement is the Coordinator of the “Ufficio IUSS”.
This competition announcement is available on the University of Ferrara website: http://www.unife.it/studenti/dottorato/concorsi/ordinario

THE RECTOR